{deleted text} shows text that was in SB0093S01 but was deleted in SB0093S02.

inserted text shows text that was not in SB0093S01 but was inserted into SB0093S02.

DISCLAIMER: This document is provided to assist you in your comparison of the two bills. Sometimes this automated comparison will NOT be completely accurate. Therefore, you need to read the actual bills. This automatically generated document could contain inaccuracies caused by: limitations of the compare program; bad input data; or other causes.

Senator Howard A. Stephenson Representative Steve Eliason proposes the following substitute bill:

INTERNAL AUDIT AMENDMENTS

2014 GENERAL SESSION STATE OF UTAH

Chief Sponsor: Howard A. Stephenson

House Sponsor: { Steve Eliason

LONG TITLE

General Description:

This bill {establishes the Governor's Office of Internal Audit Services and }amends and enacts provisions related to the auditing of state agencies and {school districts} local education agencies.

Highlighted Provisions:

This bill:

- requires a local school board <u>or charter school governing board</u> to establish an audit committee;
- requires a school audit committee to establish an internal audit program;
- defines terms:
- establishes the Governor's Office of Internal Audit Services;

- describes the powers and duties of the office and the governor's internal audit director;
- directs certain state agencies to establish internal audit programs;
 - amends the powers and duties of an audit committee;
 - ► amends the powers and duties of an agency internal audit director; {
- enacts provisions related to the compensation of the governor's internal audit director;} and
 - makes technical corrections.

Money Appropriated in this Bill:

None

Other Special Clauses:

None

Utah Code Sections Affected:

AMENDS:

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63I-5-102, as renumbered and amended by Laws of Utah 2008, Chapter 382
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63I-5-301, as renumbered and amended by Laws of Utah 2008, Chapter 382

63I-5-401, as renumbered and amended by Laws of Utah 2008, Chapter 382

67-22-2, as last amended by Laws of Utah 2013, Chapters 214 and 310

ENACTS:

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<del>{53A-3-801}</del> 53A-30-101, Utah Code Annotated 1953
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{53A-3-802}**53A-30-102**, Utah Code Annotated 1953

{53A-3-803}<u>53A-30-103</u>, Utah Code Annotated 1953

63I-5-202, Utah Code Annotated 1953

63I-5-203, Utah Code Annotated 1953

63I-5-204, Utah Code Annotated 1953

*REPEALS AND REENACTS:

63I-5-201, as last amended by Laws of Utah 2012, Chapters 212 and 365

63I-5-302, as renumbered and amended by Laws of Utah 2008, Chapter 382

Be it enacted by the Legislature of the state of Utah:

Section 1. Section (53A-3-801) <u>53A-30-101</u> is enacted to read:

{Part 8}CHAPTER 30. {Internal Audits}INTERNAL AUDITS

{53A-3-801}53A-30-101. Title.

This {part}chapter is known as "Internal Audits."

Section 2. Section $\{53A-3-802\}$ 53A-30-102 is enacted to read:

\$\frac{53A-3-802\}\frac{53A-30-102. Definitions.

As used in this part:

- (1) "Audit committee" means a standing committee:
- (a) appointed by the local school board or charter school governing board with the following number of members:
 - (i) as applicable to the local school board or charter school governing board:
- (i) for a board of a local education agency that consists of seven or more members, three members of {a seven-member local school}that board; or
- (ii) for a board of a local education agency that consists of six or fewer members, two members of {a five-member local school} that board; and
- (b) composed of people who are not administrators or employees of the {school district} local education agency.
 - (2) "Audit director" means the person who directs the internal audit program.
- (3) "Audit plan" means a prioritized list of audits to be performed by an internal audit program within a specified period of time.
- (4) "Internal audit" means an independent appraisal activity established within a {school district} local education agency as a control system to examine and evaluate the adequacy and effectiveness of other internal control systems within the {school district} local education agency.
 - (5) "Internal audit program" means an audit function that:
- (a) is conducted by a local school board or charter school governing board independent of the {school district} local education agency offices or other operations; { and}
- (b) objectively evaluates the effectiveness of the {school district} local education agency governance, risk management, internal controls, and the efficiency of operations {: }; and
 - (c) is conducted in accordance with the current:
 - (i) International Standards for the Professional Practice of Internal Auditing; or

- (ii) The Government Auditing Standards, issued by the Comptroller General of the United States.
 - (6) "Local education agency" means a school district or charter school.

Section 3. Section $\frac{53A-3-803}{53A-30-103}$ is enacted to read:

<u>{53A-3-803}53A-30-103.</u> Internal auditing program -- Audit committee -- Powers and duties.

- (1) A local school board <u>or charter school governing board</u> shall establish an audit committee.
- (2) (a) The audit committee shall establish an internal audit program that provides internal audit services for the programs administered by the {school district.}
 - ()local education agency.
- (b) A local education agency that has fewer than 10,000 students is not subject to Subsection (2)(a).
- (3) (a) A local school board or charter school governing board shall appoint the audit director, with the advisement of the audit committee, if the local school board or charter school governing board hires an audit director.
- (b) If the <u>local</u> school <u>board or charter school governing</u> board has not appointed an audit director and the school <u>board or governing</u> board contracts directly for internal audit services, the local school <u>board or charter school governing</u> board shall approve a contract for internal audit services, with the advisement of the audit committee.
- (4) The audit committee shall ensure that copies of all reports of audit findings issued by the internal auditors are available, upon request, to the audit director of the State Board of Education, the Office of the State Auditor, and the {Offices}Office of { the } Legislative Auditor General.
- (5) The audit committee shall ensure that significant audit matters that cannot be appropriately addressed by the {school district} local education agency internal auditors are referred to either the audit director of the State Board of Education, the Office of the State Auditor, or the {Offices} Office of { the } Legislative Auditor General.
 - (6) The audit director may contract with a consultant to assist with an audit.
- (7) The audit director of the State Board of Education and the Office of the State Auditor may contract to provide internal audit services.

Section 4. Section **63I-5-102** is amended to read:

63I-5-102. Definitions.

As used in this chapter:

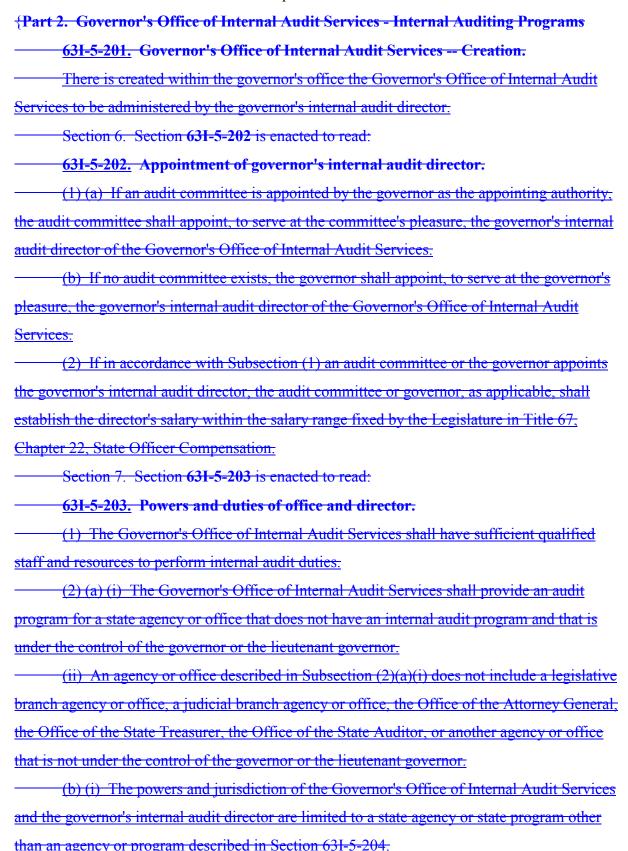
- [(6)] (1) "Agency governing board" is any board or commission that has policy making and oversight responsibility over the agency, including the authority to appoint and remove the agency director.
- [(1)] (2) "Agency head" means a cabinet officer, an elected official, an executive director, or a board or commission vested with responsibility to administer or make policy for a state agency.
- [(2)] (3) "Agency internal audit director" or "audit director" means the person [appointed by the agency head, with the approval of the audit committee if one has been established, to direct the internal audit function for the state agency.] who:
 - (a) directs the internal audit program for the state agency; and
- (b) is appointed by the {agency head with approval of the} audit committee or, if no audit committee {if one} has been established, by the agency head.
 - [(3)] (4) "Appointing authority" means:
 - (a) the governor, for state agencies other than the State Tax Commission;
 - (b) the Judicial Council, for judicial branch agencies;
 - (c) the Board of Regents, for higher education entities; [and]
 - (d) the State Board of Education, for the State Office of Education \(\frac{1}{2} \).

}[:]; and

- (e) the four tax commissioners, for the State Tax Commission.
- [(4)] (5) "Audit committee" means a standing committee [whose] composed of members who:
 - (a) are appointed by an appointing authority[:];
 - [(a) from members of the agency governing board; and]
- (b) (i) [from individuals who] do not have administrative responsibilities within the agency [who]; and
 - (ii) are not an agency contractor or other service provider; and
- (c) have the expertise to provide effective oversight of and advice about internal audit activities and services.

- [(5)] (6) "Audit plan" means a <u>prioritized</u> list of audits to be performed by [the] <u>an</u> internal audit [organization] <u>program</u> within a specified period of time.
- { (7) "Governor's internal audit director" means the governor's internal audit director appointed in accordance with Section 63I-5-202.
- $\{\{\}\}$ "Higher education entity" means the board of regents, the institutional councils of each higher education institution, and each higher education institution.
- {[}(8){](9)} "Internal audit" means an independent appraisal activity established within a state agency as a control system to examine and evaluate the adequacy and effectiveness of other internal control systems within the agency.
 - (\frac{10\frac{9}}{10\frac{9}}) "Internal audit program" means an audit function that:
- (a) is conducted by an agency, division, bureau, or office, independent of the agency, division, bureau, or office operations; { and}
- (b) objectively evaluates the effectiveness of agency, division, bureau, or office governance, risk management, internal controls, and the efficiency of operations; and
 - (c) is conducted in accordance with the current:
 - (i) International Standards for the Professional Practice of Internal Auditing; or
- (ii) The Government Auditing Standards, issued by the Comptroller General of the United States.
- [(9)] ($\{11\}$ 10) "Judicial branch agency" means each administrative entity of the judicial branch.
 - [(10)] ((12)11) (a) "State agency" means:
- (i) each department, commission, board, council, agency, institution, officer, corporation, fund, division, office, committee, authority, laboratory, library, unit, bureau, panel, or other administrative unit of the state; and
 - (ii) each state public education entity.
 - (b) "State agency" does not mean:
 - (i) a legislative branch agency;
 - (ii) an independent state agency as defined in Section 63E-1-102;
 - (iii) a county, municipality, school district, local district, or special service district; or
- (iv) any administrative subdivision of a county, municipality, school district, local district, or special service district.

Section 5. Section 63I-5-201 is repealed and reenacted to read:



- (ii) Notwithstanding Subsection (2)(b)(i), the Governor's Office of Internal Audit

 Services and the governor's internal audit director shall conduct an audit of a state agency or

 state program described in Section 63I-5-204 at the request of the governor or the lieutenant
 governor.
 - (3) The governor's internal audit director or the director's designee shall:
- (a) perform various audit functions, including performance audits, financial audits, compliance audits, technology audits, and other audits that add value to an audited state agency's mission;
 - (b) have access to all records, data, and personnel in each state agency;
 - (c) report an audit finding to the governor or, if established, an audit committee;
- (d) conduct risk-based audits on a state agency that does not have an internal audit program; and
- (e) coordinate training opportunities and staff sharing with another state agency that has an internal auditor.
 - Section 8. Section 63I-5-204 is enacted to read:
- † <u>{63I-5-204}63I-5-201.</u> Internal auditing programs -- State agencies.
- (1) (a) If a director of an agency serves in the governor's cabinet, the director or the governor shall establish an internal audit program for the respective agency.
- (b) The governor may, by executive order, require a state agency not described in Subsection (1)(a) to establish an internal audit program.
- (c) {An audit program established for an agency by the Governor's Office of Internal
 Audit Services may fulfill the requirements of Subsection (1)(a)} The governor shall ensure that
 each state agency that reports to the governor has adequate internal audit coverage.
- (2) (a) The Office of the Court Administrator shall establish an internal audit program under the direction of the Judicial Council, including auditing procedures for courts not of record.
- (b) The Judicial Council may, by rule, require other judicial agencies to establish an internal audit program.
- (3) (a) Dixie State University, the University of Utah, Utah State University, Salt Lake Community College, Southern Utah University, Utah Valley University, Weber State University, and Snow College shall establish an internal audit program under the direction of

the Board of Regents.

- (b) The State Board of Regents may issue policies requiring other higher education entities or programs to establish an internal audit program.
- (4) The State Office of Education shall establish under the direction of the State Board of Education an internal audit program that provides internal audit services for each program administered by the State Office of Education.
- (5) Subject to Section 32B-2-302.5, the internal audit division of the Department of Alcoholic Beverage Control shall establish an internal audit program under the direction of the Alcoholic Beverage Control Commission.

Section $\{9\}6$. Section 63I-5-301 is amended to read:

63I-5-301. Audit committee -- Powers and duties.

- (1) (a) Each appointing authority may establish an audit committee to monitor the activities of the agency internal audit [organization] program.
 - (b) An audit committee may serve more than one state agency internal audit program.
- (2) The appointing authority shall ensure that audit committee members have the expertise to provide effective oversight of and advice about internal audit activities and services.
 - (3) If an audit committee has been established, the audit committee shall:
- (a) [consent to the appointment or removal of] appoint, evaluate, and, if necessary, remove the agency internal audit director [as proposed by the agency head] { or governor's internal audit director, as applicable};
 - (b) prepare and adopt formal policies that define:
 - (i) the purpose of the agency's internal audit program; and
 - (ii) the authority and responsibility of the agency's internal auditors;
 - (c) ensure that policies adopted under Subsection (3)(b):
 - (i) do not place limitations on the scope of the internal audit program's work; and
- (ii) clarify that an auditor does not have authority or responsibility for an activity that the auditor audits;
 - (d) ensure that:
- (i) the audit director employs a sufficient number of professional and support staff to implement an effective internal audit program;

- (ii) compensation, training, job tenure, and advancement of internal auditing staff is based upon job performance;
- (iii) the audit director and staff collectively possess the knowledge, skills, and experience essential to the practices of the profession and are proficient in applying internal auditing standards, procedures, and techniques;
- (iv) the internal audit program has employees who are qualified in disciplines

 necessary to meet the audit responsibilities, including accounting, business management, public administration, human resource management, economics, finance, statistics, electronic data processing, or engineering;
- (v) internal audit staff are free of operational and management responsibilities that would impair their ability to make independent audits of any aspects of the agency's operations;
- (vi) the audit director and the internal audit staff have access to all personnel and records, data, and other agency information that the audit director or staff consider necessary to carry out their assigned duties; and
- (vii) that the audit director and the director's employees have the necessary access to the agency head, agency management, and agency staff;
 - [(b)] (e) consent to the internal auditing policies proposed by the agency head;
- [(e)] (f) review and approve the annual internal audit plan, modifications to the internal audit plan, risk assessment, and budget;
- [(d)] (g) review internal and external audit reports, follow-up reports, and quality assurance reviews of the internal audit office; and
- [(e)] (h) periodically meet with the agency internal audit director to discuss pertinent matters, including whether there are any restrictions on the scope of audits.

Section $\frac{\{10\}}{7}$. Section 63I-5-302 is repealed and reenacted to read:

63I-5-302. Agency head -- Powers and duties.

If an agency has an internal audit program, and the agency's appointing authority has not established an audit committee, the agency head shall assume the audit committee powers and duties described in Subsection 63I-5-303(3).

Section $\{11\}$ 8. Section 63I-5-401 is amended to read:

63I-5-401. Duties and powers of the agency internal audit director.

(1) The agency internal audit director [may] {and the governor's internal audit director

+shall:

- (a) furnish independent analyses, appraisals, and recommendations that may, depending upon the audit scope, identify:
 - (i) the adequacy of the state agency's systems of internal control;
- (ii) the efficiency and effectiveness of agency management in carrying out assigned responsibilities; and
 - (iii) the agency's compliance with applicable laws, rules, and regulations;
- (b) submit audit reports directly to the agency head and to the audit committee, if one has been established;
- (c) conduct internal audits of state agency programs, activities, and functions that may consist of one or more of the following objectives:
 - (i) to verify the accuracy and reliability of agency records;
 - (ii) to assess compliance with management policies, plans, procedures, and regulations;
 - (iii) to assess compliance with applicable laws, rules, and regulations;
 - (iv) to evaluate the efficient and effective use of agency resources; and
 - (v) to verify the appropriate protection of agency assets;
 - (d) prepare audit reports of findings;
- (e) review and evaluate internal controls over the state agency's accounting systems, administrative systems, electronic data processing systems, and all other major systems necessary to ensure the fiscal and administrative accountability of the state agency;
- (f) develop audit plans containing the information required by Subsection (2) to be based on the findings of periodic risk assessments;
- (g) upon request, make a copy of the approved audit plan available to the state auditor, legislative auditor, or other appropriate external auditor to assist in planning and coordination of any external financial, compliance, electronic data processing, or performance audit;
 - (h) determine the scope and assignment of the audits;
- (i) perform an audit of a special program, activity, function, or organizational unit at the direction of the agency head <u>or, if one has been established, an audit committee;</u>
- (j) maintain the classification of any public records consistent with Title 63G, Chapter2, Government Records Access and Management Act;
 - (k) be subject to the same penalties as the custodian of those public records for

violating Title 63G, Chapter 2, Government Records Access and Management Act; and

- (l) identify in the audit report any abuse, illegal acts, errors and omissions, or conflicts of interest.
 - (2) (a) The audit plan required by this section shall:
 - (i) identify the individual audits to be conducted during each year;
 - (ii) identify the related resources to be devoted to each of the respective audits;
- (iii) ensure that internal controls are reviewed periodically as determined by the agency head or the audit committee, if one has been established; and
- (iv) ensure that audits that evaluate the efficient and effective use of agency resources are adequately represented in the plan.
- (b) The agency internal audit director shall submit the audit plan to the agency head and the audit committee, if one has been established, for approval.
 - (3) The agency internal audit director shall ensure that:
- [(a) audits are conducted in accordance with professional auditing standards such as those published by the Institute of Internal Auditors, Inc., the American Institute of Certified Public Accountants and, when required by other law, regulation, agreement, contract, or policy, in accordance with Government Auditing Standards, issued by the Comptroller General of the United States;
- [(b)] (a) all reports of audit findings issued by internal audit staff shall include a statement that the audit was conducted according to the appropriate standards;
- [(c)] (b) public release of reports of audit findings comply with the conditions specified by the state laws and rules governing the state agency;
- [(d)] (c) copies of all reports of audit findings issued by the internal audit staff are available, upon written request, to the Offices of the Legislative Auditor General {[} and {]_} the Office of the State Auditor [upon request] {, and the governor's internal audit director}; and
- [(e)] (d) significant audit matters that cannot be appropriately addressed by the agency internal audit office are referred to either the Office of Legislative Auditor General $\{[]\}$ or $\{]_a\}$ the Office of the State Auditor $\{a, or the Governor's Office of Internal Audit Services\}$.
- (4) The agency internal audit director may contract with consultants to assist with audits.

Section 12. Section 67-22-2 is amended to read:

- 12 -



